



# EMPLOYEE ASSISTANCE COUNSELOR



At the Federal Bureau of Investigation (FBI), we're committed to the health and well-being of our employees. The FBI Human Resource Division (HRD) Employee Assistance Unit (EAU) offers a range of supportive services for FBI employees, Task Force Officers (TFOs), and their families. EAU established the FBI Employee Assistance Program (EAP) to provide employees with free, confidential, and professional assistance.

## An Inside Look

EAU recognizes that everyone experiences life challenges and believes that no one should go through these challenges alone. Because of this, EAP offers counseling, assessment, referral resources, crisis response support, training, and

targeting services to employee groups experiencing repeated exposure to operational stressors.

The EAP is made up of employee assistance counselors (EACs), a team of licensed clinical



professionals, regional program managers, coordinators, chaplains, and peers. There are no fees for EAP services; employees and supervisors are encouraged to contact the program for a consultation. EAU offers support for a variety of concerns, including stress, marital and family problems, financial issues, alcohol and/or drug abuse, work/family balance, depression and anxiety, child abuse, grief, eating disorders, elder care issues and concerns, parenting, and community referrals.

## Educational Requirements

- Education may be substituted for Specialized Experience; all degrees must be from an accredited college or university.
- Transcripts are required when qualifying based on education.

- You must have a current state clinical mental health practice license in psychology, social work, psychiatry, or professional counseling.

OR

- You must have a clinical independent practice license from a closely aligned mental health field with demonstrated substance abuse experience.

# AN FBI CAREER IS ALL ABOUT DEDICATION

While both challenging and rewarding, there are specific entry qualifications required to join the FBI. Those who complete the process become part of a dedicated team that keeps our country safe.

## Minimum Qualifications

- Be a U.S. citizen
- Be able to obtain a Top Secret Clearance
- Be in compliance with the FBI Employment Drug Policy
- Have a bachelor's degree or higher from a U.S.-accredited college or university
- Have a current, state, clinical mental health practice license in psychology, social work, psychiatry, or professional counseling OR have a clinical independent practice license from a closely allied mental health field with demonstrated substance abuse experience
- Possess a valid driver's license

## Automatic Disqualifiers

- Non U.S. citizenship
- Conviction of a felony
- Violation of the FBI Employment Drug Policy
- Default on a student loan issued by the U.S. government
- Failure of an FBI-administered drug test
- Failure to register with the Selective Service System (males only)
- Knowingly or willfully engaged in acts or activities designed to overthrow the U.S. government by force
- Failure to pay court-ordered child support
- Failure to file income tax returns

## Desired Skills

Employee assistance counselor applicants must bring a minimum of two years' experience under a GS-12 license and a minimum of three years' experience under a GS-13 license.

## Applicant Process

### 1 Inform & Apply

Visit [FBIJobs.gov](https://www.fbi.gov/jobs) to view careers and open positions.

### 2 Interview & Selection

Be advised that the hiring process can take a year or more.

### 3 Conditional Job Offer & Background Investigation

Once accepted, undergo a thorough background investigation.

### 4 Final Job Offer

Upon hire, attend the FBI Academy in Quantico, VA, for a short new employee introduction course.



[fbijobs.gov](https://www.fbi.gov/jobs)

The FBI is an equal opportunity employer.  
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